

EXCERPT FROM THE NATIONAL PLANT MATERIALS MANUAL
Part 539.06: Guidelines for Plant Materials Center Quality Assurance Reviews

539.06 Quality Assurance Review

(a) General

A Quality Assurance Review of plant materials activities is performed in accordance with NRCS policies on program reviews. A review may be general or specific in nature. A review is meant to constructively evaluate the activities of a PMC or plant materials program in order to improve it.

The NPL may initiate a Quality Assurance Review for a Plant Materials Center and Plant Materials Specialist. Other NRCS administrative levels may initiate a Quality Assurance Review for a PMC, PMS, or state plant materials activities as appropriate.

(b) Guidelines for Plant Materials Program Reviews

Procedures for review and the composition of the review committee will be determined at the time the review is initiated. A general review committee may include the NPL, PM Information Coordinator, Regional PM Coordinator, State Conservationist (STC) or the STC's representative(s), District Conservationist (DC), another PMC Manager, PMS, or others.

Exhibit 539-3 provides a Guide for Quality Assurance Review for a plant materials program. This guide may be used for reviewing a PMC, PMS, or a state plant materials program. Other items beyond the guide may be covered in a review. Review follow-up will include a summary of findings, commendations, recommendations, and agreed-to items prepared by the review committee.